

**CALIFORNIA CODE OF REGULATIONS**  
**TITLE 25, DIVISION 1, CHAPTERS 2 and 2.2**

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**Legend:**

- \* Text shown in underline indicates new text.
  - \* Text shown in ~~strikeout~~ indicates deleted text.
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**§ 1000. Application and Scope.**

(a) Except as otherwise provided in sections 18300, 18303, and 18304, Health and Safety Code, the provisions of this chapter shall apply to the construction, use, maintenance, and occupancy of mobilehome parks, mobilehome and special occupancy lots, permanent buildings, accessory buildings or structures, and building components wherever located, both within and outside of mobilehome parks, in all parts of the state. These provisions shall also apply to the use, maintenance, and occupancy of manufactured homes, mobilehomes, ~~multi-unit~~ multifamily manufactured homes and recreational vehicles, and the installations for supplying fuel gas, water, electricity, and the disposal of sewage from accessory buildings or structures, building components, recreational vehicles, manufactured homes, ~~multi-unit~~ multifamily manufactured homes and mobilehomes wherever located within mobilehome parks, in all parts of the state.

(b) Provisions that apply only to Special Occupancy Parks, or separate designated special occupancy park sections within a park, are located in Title 25, California Code of Regulations, Division 1, chapter 2.2 of this division.

(c) Existing construction, connections, and installations of units, accessory buildings and structures, building components, plumbing, electrical, fuel gas, fire protection, earthquake resistant bracing, and permanent buildings made before the effective date of the requirements of this chapter may continue in use so long as they were in compliance with requirements in effect at the date of their installation and are not found to be substandard.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18303, 18304, 18552, 18605, 18610, 18612, 18613, 18620, 18630, 18640, 18670, 18690, and 18691, Health and Safety Code.

**1002**

**(f) -F-**

(1) Feeder. The conductors for conveying electrical energy between any two points in the park's electrical, wiring system excluding electrical feeder assemblies.

(2) Fence. A freestanding vertical wall structure.

(3) Fire Agency. A city, county, or city and county fire department, or fire district.

(4) Fire Hydrant. A connection to a water source for the purpose of supplying water to a fire hose or other fire protection apparatus, and for the purposes of this chapter, includes a standpipe.

(5) Fire Hydrant, Private. A fire hydrant including wet standpipes owned by the park.

(6) Fire Hydrant System. All fire hydrants, water piping, pumps, tanks, and valves attached to the water system supplying the hydrants.

(7) Footing. The portion of a support, in direct contact with the ground, that distributes imposed loads to the soil.

(8) Forms

(A) Annual Permit To Operate (local enforcement agency) HCD 503B, dated 7/04.

(B) Application For Alternate Approval, HCD 511, dated 7/04.

(C) Application For Certification Of Manufactured Home Or Mobilehome Earthquake Resistant Bracing System, HCD 50 ERBSCERT, dated 7/04.

(D) Application For Permit To Construct, HCD 50, dated 7/04.

(E) Application to Install Mobilehome/Manufactured Home Earthquake Resistant Bracing System, HCD 50 ERBS, dated 7/04.

(F) Application For Permit To Operate, HCD 500, dated 7/04.

~~(F)~~ (G) Application For Standard Plan Approval, HCD 520, dated 7/04.

~~(G)~~ (H) Certificate of Occupancy, HCD 513C, dated 7/04.

~~(H)~~ (I) Floodplain Ordinance Compliance Certification For Manufactured Home/Mobilehome Installations, HCD 547, dated 7/04.

~~(I)~~ (J) Manufactured Home or Mobilehome Installation Acceptance (Local Enforcement Agency), HCD 513B, dated 7/04.

~~(J)~~ (K) Manufactured Home or Mobilehome Installation Acceptance, HCD 513A, dated 7/04.

~~(K)~~ (L) Permit To Operate (local enforcement agency) HCD 500A, dated 7/04.

~~(L)~~ (M) Plot Plan, HCD 538, dated 7/04.

~~(M)~~ (N) Private Fire Hydrant Test And Certification Report, HCD MP 532, dated 01/07.

~~(N)~~ (O) School Impact Fee Certification, HCD MP 502, dated 7/04.

(9) Foundation System. An assembly of materials designed and engineered by an architect or engineer to resist the imposition of external forces once the MH-unit or commercial modular is installed upon it. The installation on a foundation is classified as one of the following:

(A) Foundation installation – a fixture or improvement to real property, recorded with the county recorder's office, once recorded is no longer personal property, and which complies with the requirements of Health and Safety Code section 18551(a); or

(B) Chattel installation – neither a fixture nor an improvement to real property, not recorded with the county recorder's office, remains personal property, and which complies with the requirements of Health and Safety Code section 18551(b).

(g) –G-

(1) Garage. An enclosed accessory building or structure located on a lot and designed for the storage of motorized vehicles.

(2) Gas Connector. A flexible connector, listed for exterior use, to convey gas from a gas riser outlet to the gas supply connection of a unit.

(3) Gas Piping, Main. A distribution line that serves as a common source of supply for more than one service line.

~~(3)~~ (4) Gas Piping System, Park. The pipe, equipment and related installations, outside of permanent buildings, units, or accessory buildings or structures, for distributing gas throughout the park.

~~(4)~~ (5) Gas Riser Outlet. That portion of a park gas service ~~lateral line~~ or gas piping system, extending above ground, serving a lot.

~~(5)~~ (6) Gas Service Line-Lateral. The pipe or that portion of a park gas piping system, extending from the main park gas line to the individual gas riser outlet serving a lot.

~~(6)~~ (7) Good Cause. What the enforcement agency would find to be a reasonable basis for failing to appear at the time and place scheduled for a hearing, informal conference, formal hearing, or for not complying with a specified timeline.

~~(7)~~ (8) Greenhouse. An accessory structure constructed mainly of translucent or transparent materials used for the cultivation of plants.

~~(8)~~ (9) Gross Floor Area. The floor area enclosed within the surrounding exterior walls of a unit, accessory building or structure, or portions thereof. Where there are no walls, "gross floor area" means the usable area contained within the horizontal projection of the roof and floor.

~~(9)~~ (10) Ground Anchor. That part of a tiedown assembly that is inserted into the ground.

~~(10)~~(11) Guardrail. A vertical barrier erected along the open edges of a porch or other elevated area to prevent persons from falling to a lower level.

(m)-M-

(1) MH-unit. A term, as used in this chapter, to replace references to "mobilehome, manufactured home, and ~~multi-unit~~ a multifamily manufactured home, ~~housing~~".

(n) -N-

(1) N.F.P.A. An acronym for the National Fire Protection Association.

(2) Noncombustible. As applied to building construction is any material which meets the criteria for "noncombustible" as specified in ~~section 215~~ of the California Building Code.

(3) Nuisance. A "nuisance" is as defined in Civil Code section 3479; "private nuisance" is as defined in Civil Code section 3481; and "public nuisance" is as defined in Civil Code section 3480 and Penal Code section 370.

(u) -U-

(1) Unit. A manufactured home, mobilehome, ~~multi-unit~~ a multifamily manufactured home, ~~housing~~, or recreational vehicle.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18007, 18008, 18008.5, 18008.7, 18009.3, 18010, 18013.4, 18200, 18206, 18213, 18214.5, 18400.1, 18402, 18551, 18554, 18603, 18610, 18612, 18613, 18613.4, 18613.5, 18630, 18640, 18670, 18690, 18691, 18909 and 19960-19997, not consecutive, Health and Safety Code.

#### § 1004. Local Enforcement.

(a) Assumption of responsibility for the enforcement of Parts 2.1 and 2.3 of Division 13, of the California Health and Safety Code and the provisions of Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2, relating to enforcement within parks by a city, county, or city and county, shall be by means of an ordinance of the city council or board of supervisors which shall contain the following information and be subject to department approval:

(1) Indication of assumption of responsibility for enforcement of the Health and Safety Code, Parts 2.1 and 2.3 of Division 13, and Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2.

(2) Name of the agency or agencies delegated enforcement responsibilities.

(3) A statement that the designated local enforcement agency will provide qualified personnel necessary to enforce Parts 2.1 and 2.3, of Division 13 of the Health and Safety Code, and the provisions of Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2 consistent with those laws and regulations. The statement shall include the total number of personnel assigned to the enforcement program.

(4) One copy of any contract, memorandum of understanding, or other document governing delegation of responsibilities and services to a local government agency other than the local government assuming responsibility for Parts 2.1 and 2.3 of Division 13 of the Health and Safety Code, and Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2.

(5) Adoption of the applicable schedule of fees contained in the provisions of Parts 2.1 and 2.3 of Division 13 of the Health and Safety Code, and Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2.

(A) A statement adopting the state program and objectives as contained in Parts 2.1 and 2.3 of Division 13 of the Health and Safety Code, and Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2.

(B) A description of existing parks within the local jurisdiction, including conditions and type of park.

(C) Specific local objectives, program plan and timetable designed to achieve enforcement compliance.

(6) Effective date of assumption of enforcement.

(b) One certified copy of the ordinance shall be forwarded to the Administrative Office of the Division of Codes and Standards, P.O. Box 1407, Sacramento, CA 95812-1407 not less than thirty (30) days before the designated effective date of assumption of enforcement.

(c) A statement that the following forms provided by the department will be used:

- (1) HCD 500A, Application for Permit to Operate;
- (2) HCD 503B, Annual Permit to Operate;
- (3) HCD 513B, Manufactured Home or Mobilehome Installation Acceptance;
- (4) HCD 513C, Certificate of Occupancy.

(d) The department shall determine the local agency's knowledge and ability to apply the requirements of Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2, and the applicable Health and Safety Code requirements. The department's determination may include, but is not limited to, verification of the local agency's ability and knowledge through performance of activities that may include inspection, records review, and interviews of assigned personnel.

(e) Upon completion of the transfer, the new enforcing agency shall notify, in writing, the parks within its jurisdiction of the change in enforcement and the designated department or departments responsible for enforcement and permit issuance.

(f) Every enforcement agency shall comply with the verification of eligibility to receive public benefit requirements of Title 25, California Code of Regulations, Division 1, Chapter 5.5, commencing with section 5802, of applicants for permits to operate mobilehome parks or special occupancy parks.

(g) Notwithstanding the provisions of section 1005.5 of this article, in order to ensure that the orderly transition of assumption of enforcement occurs when a park, or permanent building within a park, is under construction, the enforcement agency issuing the permit to construct shall retain enforcement authority for the specified project through completion of these permits. All other enforcement responsibilities for that construction shall be transferred, as well as all pertinent information pertaining to that construction including, but not limited to, plans, calculations, testing information, inspection reports and correction notices, on the date as determined by the department.

(h) The local enforcement agency shall send a copy of each permit to operate it has renewed, within thirty (30) days after renewal to the department's Division of Codes and Standards, at the address designated by the department at the time of assumption.

(i) When a local enforcement agency proposes changes in the local division or personnel responsible for enforcing the provisions of this chapter, Chapter 2.2 and sections 18200 through 18874 of the Health and Safety Code, that agency shall notify the department at least thirty (30) days prior to the proposed date of the changes. The department may perform a reevaluation to determine whether the personnel have the required knowledge and ability as required in subsection (d) of this section.

(j) When a local enforcement agency changes its address, phone number, or contact person, it shall notify the Administrative Office of the department in writing within thirty (30) days of the change.

NOTE: Authority cited: Sections 18300, 18613, and 18865, Health and Safety Code. Reference: Title 8 U.S.C. Sections 1621, 1641 1642; and Sections 18207, 18300, 18505, 18506, 18613, and 18865, Health and Safety Code.

#### **§ 1005. Local Government's Cancellation of Enforcement Responsibility.**

(a) An enforcement agency intending to relinquish responsibility for enforcement authority shall advise the department, no less than ~~thirty (30)~~ ninety (90) days prior to initiating the requirements of subsection (b).

(b) A governing body canceling its enforcement responsibility shall complete the following to the department's satisfaction before the transfer is effective:

- (1) provide written notification to the department not less than ~~thirty (30)~~ ninety (90) days prior to the proposed effective date of the action, along with a copy of the adopted ordinance repealing enforcement responsibility;
- (2) remit the appropriate fees to the department as identified in section 1006 of this article on or before the date of transfer of responsibility; and

(3) transfer all park records to the department on or before the effective date of the transfer of enforcement responsibility.

(c) When the local agency cancels its enforcement responsibility for this chapter, its responsibility for enforcement of chapter 2.2 of this division is also cancelled.

(d) When a local enforcement agency has canceled its assumption of responsibility for enforcement and desires to reassume enforcement, it must reapply in compliance with the requirements contained in section 1004 of this article.

NOTE: Authority cited: Sections 18300 and 18865, Health and Safety Code. Reference: Sections 18207, 18300 and 18865, Health and Safety Code.

#### **§ 1006. Transfer of Authority- Disbursal of Fees.**

(a) When a city, county, or city and county assumes responsibility for the enforcement of parts 2.1 and 2.3, of division 13 of the Health and Safety Code, and Title 25, California Code of Regulations, division 1, chapters 2 and 2.2, cancels its assumption of such responsibility, or has assumption approval cancelled by the department during the permit renewal year, that portion of the fees collected for the annual permits to operate, other than state fees pursuant to section 1008 of this article, shall be returned in an amount equal to the percentage of the year remaining before the permits to operate expire. shall be apportioned as follows:

~~(1) When assumption of enforcement responsibility occurs more than six (6) months preceding the next permit to operate renewal date, the former enforcement agency shall retain one half of each annual permit to operate fee collected and shall transfer the remaining half to the assuming enforcement agency.~~

~~(2) When assumption of enforcement responsibility occurs less than or exactly six (6) months preceding the next permit to operate expiration date, the former enforcement agency shall then retain the full amount collected.~~

(b) The additional four dollar (\$4) per lot fee collected for park maintenance inspections also shall be remitted in an amount equal to the percentage of the year remaining before the permits to operate expire. as set forth in Health and Safety Code section 18400.1.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18300, 18400.1 and 18502, Health and Safety Code.

#### **§ 1018. Permits Required.**

(a) No person shall erect, construct, reconstruct, install, replace, relocate or alter any building, structure, accessory building or structure, or building component; any electrical, mechanical, or plumbing equipment; any fuel gas equipment and installations, or fire protection equipment; or installations of, or within, a park, or a lot, or perform any non-load bearing grading or area fill with a depth of one (1) foot or greater, unless exempted from obtaining a grading permit pursuant to Appendix ~~33-J~~ of the California Building Code, without first obtaining a written construction permit from the enforcement agency.

(b) No person shall create or change a lot line within a park without first obtaining a permit from the enforcement agency pursuant to the requirements of section 1105 of this chapter.

(c) Any person issued a notice indicating violations pursuant to this section shall obtain the required permit from the enforcement agency and provide the appropriate fees as prescribed in this article.

(d) The enforcement agency shall not require a permit to construct for the following work, when the construction is performed in a workmanlike manner, does not present a hazard, and otherwise complies with the requirements of this chapter:

(1) Minor maintenance and repair including the replacement of existing utility metering devices.

(2) Previously installed portable air conditioning equipment reinstalled with the unit installation.

- (3) The installation of a storage cabinet on a lot.
- (4) Construction or installation of a stairway having a landing not to exceed twelve (12) square feet.
- (5) A landing not more than twelve (12) square feet in area.
- (6) Construction or installation of a window or door awning.
- (7) Construction or installation of removable insect screening, flexible plastic or canvas type material used as an awning or as an awning or carport enclosures.
- (8) Construction or installation of a retaining wall less than four (4) feet in height measured from the bottom of the footing to the top of the wall, unless it is supporting a surcharge. For the purpose of this section, a surcharge is any additional soil or load placed on the existing soil retained by the wall.
- (9) Construction or installation of a patio, as defined in section 1002(p)(3).
- (10) Fences not over six (6) feet high.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18500, 18507, 18551, 18610, 18610.5, and 18613, Health and Safety Code.

#### **§ 1020. Application Requirements for Permits for Installations and Foundation Systems for MH-units.**

(a) A person required to obtain a permit to install an MH-unit pursuant to section 18613 or 18551 of the Health and Safety Code, shall submit an application for the permit to the enforcement agency on a form prescribed by that agency.

(1) The application shall be accompanied by fees as specified in section 1020.1 of this article.

(2) When an MH-unit is initially installed or reinstalled on a different lot pursuant to Health and Safety Code section 18613, either a tiedown system or an engineered tiedown system must also be installed.

(3) When concrete piers or steel piers are used as the support system for an MH-unit, the installation of the MH-unit must include mechanical connection of each pier both to the MH-unit and to its footing that complies with section 1336.4 of this chapter.

(4) The applicant for a permit to install an MH-unit shall provide, with the application, a complete set of plans and specifications to include the following:

(A) A set of the manufacturer's installation instructions stamped to indicate approval by the manufacturer's design approval agency.

(B) Three copies of a plot plan of the lot on which the MH-unit is proposed to be installed. The plot plan shall indicate the planned location of the MH-unit, the locations of electrical, gas, water and sewer connections on the lot and all required dimensions and setbacks from the lot lines and from any buildings or accessory structures on the lot and adjacent lot. At least one (1) copy of the plot plan shall bear the original signature of the park owner or his or her designated representative.

(C) If the MH-unit manufacturer's installation instructions do not provide for a tiedown system, the applicant shall provide either installation instructions for listed tiedown assemblies that will be installed as a tiedown system in accordance with section 1336.2 of this chapter, or a set of engineered plans and specifications for an engineered tiedown system.

(D) The appropriate application shall be accompanied by fees as specified in subsection 1020.1 of this article.

(b) Foundation Systems. When a foundation system is to be installed for an MH-unit, a separate permit to construct the foundation system shall be obtained from the enforcement agency.

(1) The appropriate application shall be accompanied by fees as specified in subsection 1020.1 of this article.

(2) A person submitting an application for a permit to construct a foundation system shall submit three complete sets of plans and specifications in compliance with section 1034 of this chapter.

(c) Installation of ~~multi-unit~~ a multifamily manufactured ~~home-housing~~ in a park requires approval as required in subsection 1020.6 (d), along with submission of a permit application. Evidence of this approval must accompany the permit application.

(d) When the application for a permit to construct does not comply with this chapter, the enforcement agency shall notify the applicant in what respects the application does not comply within ten (10) working days of the date they are received by the enforcement agency. When the applicant resubmits the application, an additional application filing fee may be required.

NOTE: Authority cited: Sections 18300, 18502.5, 18503, 18551, 18552, 18613, and 18613.4, Health and Safety Code. Reference: Sections 18008.7, 18500, 18501, 18503, 18551, 18551.1, 18611, and 18613 Health and Safety Code.

#### **§ 1020.1. Fees for MH-unit Installation and Standard Plan Approval Foundation System Permits.**

(a) The following fees shall apply:

(1) Installation of an MH-unit, or ~~multi-unit~~ a multifamily manufactured ~~home housing~~ containing not more than two (2) dwelling units, or support system alteration permit fee. One hundred ninety-six dollars (\$196) provided the related inspection does not exceed one hour. When the related inspection exceeds one hour, the following fees shall apply:

(A) Second and subsequent whole hours: eighty-two dollars (\$82).

(B) Each 30 minutes, or fractional part thereof: forty-one dollars (\$41).

(2) Foundation system permit fee: refer to valuation tables in Section 1020.7 of this article.

(A) Plan check fees shall not be required for a foundation system for which a standard plan approval has been obtained from the department.

(3) Reinspection Fee: One hundred seventy-eight dollars (\$178) provided the related reinspection does not exceed one hour. When the related reinspection exceeds one hour, the following fees shall apply:

(A) Second and subsequent whole hours: eighty-two dollars (\$82).

(B) Each thirty minutes (30), or fractional part thereof: forty-one dollars (\$41).

NOTE: Authority cited: Sections 18300, 18502.5, 18551 and 18613, Health and Safety Code. Reference: Sections 18500, 18501, 18502, 18503, 18551 and 18613, Health and Safety Code.

#### **§ 1020.6 Application Requirements for Permits for Park Construction or Alteration.**

(a) This section applies to any person submitting an application pursuant to section 1018, for a permit to construct or alter any of the following:

(1) A park;

(2) An addition to a park;

(3) An alteration to a park;

(4) A permanent building in a park;

(5) An accessory building or structure without a standard plan approval.

(b) A person who is required to obtain a permit to construct, pursuant to section 18500 of the Health and Safety Code, shall submit an application for a permit to construct to the enforcement agency, with the appropriate fees as specified in section 1020.7 of this article, on the form prescribed by that agency.

(c) A person submitting an application pursuant to this section, shall submit three (3) complete sets of plans and specifications or installation instructions, in compliance with section 1034 of this chapter.

(d) Applications for permits to construct, or enlarge a park by adding lots or by installing, or ~~install a multi-unit a multifamily~~ manufactured ~~home(s) housing~~, shall be submitted with written evidence of compliance with the California Environmental Quality Act (Public Resources Code Division 13, commencing with section 21000) and written evidence of approvals by all of the following:

(1) the local planning agency;

(2) the local health, fire, and public works departments;

(3) the local department responsible for flood control;

- (4) the serving utilities; and
- (5) any other state or federal agency or special district that has jurisdiction and would be impacted by the proposed construction.

NOTE: Authority cited: Sections 18300, 18502.5, and 18503, Health and Safety Code. Reference: Sections 18500, 18501, 18502, 18502.5, 18503, and 18610 Health and Safety Code and Section 21000, Public Resources Code.

#### **§ 1032. Permit Applications- Required Approvals.**

(a) All applications for permits to construct shall be submitted on the designated form provided by the enforcement agency.

~~(b) Applications for permits to construct or enlarge a park, shall be submitted with written evidence of compliance with the California Environmental Quality Act, along with written approval by all of the following:~~

Applications for permits to construct, or enlarge a park by adding lots, or by installing a multifamily manufactured homes(s), shall be submitted with written evidence of compliance with the California Environmental Quality Act (Public Resources Code Division 13, commencing with section 21000) and written evidence of approvals by all of the following:

- (1) the local planning agency,
- (2) the local health, fire, and public works departments,
- (3) the local department responsible for flood control,
- (4) the serving utilities, and
- (5) any other public agencies having jurisdiction over the activity contained in the permit application.

(c) Park operator approval is required on all applications for a permit to construct, reconstruct or alter the park electrical, fuel gas, plumbing, or fire protection equipment or installations.

(d) Park operator approval is required with all applications for a permit to install an MH-unit, or to alter an MH-unit located in a park, if the alteration would affect the electrical, fuel gas or plumbing system of the park.

(e) Park operator approval is required on all applications for permits to construct, reconstruct, install or alter an accessory building or structure or building component to be located or proposed to be located within a park.

(f) Written evidence of applicable local approvals may be required for permanent buildings, when the installation may impact local services.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18406 and 18501, Health and Safety Code; Section 21082, Public Resources Code; and Title 14 CCR Section 15050.

#### **§ 1183. Access to Electrical Equipment.**

All park or lot service equipment shall be accessible by an unobstructed entrance or passageway not less than twenty-four (24) inches in width and seventy-eight (78) inches high and shall have a working space not less than thirty (30) inches wide and thirty-six (36) inches deep in front of ~~and centered on any panel opening on~~ the service equipment used for examination, servicing, adjustment, or maintenance. The lot service equipment shall be located and maintained not less than twelve (12) inches nor more than seventy-eight (78) inches above the stabilizing pad.

EXCEPTION: parks constructed prior to July 1, 1979, shall have a working space not less than thirty (30) inches wide and thirty (30) inches deep in front of and centered on the service equipment.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18550 and 18670, Health and Safety Code.



#### § 1210. Liquefied Petroleum Gas. (LPG)

All LPG equipment and installations ~~exceeding of tanks~~ one hundred twenty-five (125) US gallons or larger shall comply with the applicable provisions of the Unfired Pressure Vessel Safety Orders, California Code of Regulations, Title 8, Chapter 4, Subchapter 1, unless otherwise provided by this chapter.

NOTE: Authority cited: Sections 18300 and 18690, Health and Safety Code. Reference: Section 18690, Health and Safety Code.

#### § 1211. LPG Tanks.

(a) LPG tank installations in parks must conform to the provisions related to LPG tanks contained in ~~Article 82 Chapter 38~~ of the California Fire Code, which is hereby incorporated by reference.

(b) MH-Units designed and constructed with securely mounted tanks, may be served by either the lot or mounted tanks, but not by both at the same time.

(c) A permit from the enforcement agency is required to install fuel tanks exceeding 60 U. S. gallons within a park.

(d) LPG tanks shall be designed and constructed in accordance with nationally recognized standards for unfired pressure vessels.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Section 18690, Health and Safety Code.

#### § 1212. ~~Prohibited~~ Location of LPG Tanks.

(a) ~~No~~ Except for tanks on personal, portable LPG fueled appliances, no LPG tank ~~greater than five (5) U.S. gallons~~ shall be stored or located in any of the following locations:

(1) within five (5) feet of any source of ignition (lot electrical service is not a source of ignition);

(2) within five (5) feet of any mechanical ventilation air intake;

(3) under any unit or habitable accessory building; ~~or~~

(4) within any structure or area where three (3) or more sides are more than fifty (50) percent closed; or

(5) Within five (5) feet of property lines and lot lines that can be built upon.

(b) No LPG tank shall be filled within ten (10) feet of a source of ignition, openings into direct-vent (sealed combustions system) appliances, or any mechanical ventilation air intake.

(c) An LPG system within a motor-driven vehicle or recreational vehicle is exempt from the requirement of subsections (a) and (b).

(d) An LPG tank may be located under a ventilated snow cover open on all sides. The snow cover shall not be connected to any other structure and shall not extend more than one (1) foot beyond the tank in any horizontal direction.

(e) LPG tanks that are less than 125 U.S. gallons may be located immediately adjacent to a unit or building or accessory building or structure if all of the requirements of subsection (a) of this section are met.

(f) The discharge from the LPG tank pressure relief device shall be at least five (5) feet horizontally from the unit or another structure's openings below the level of such discharge.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Section 18690, Health and Safety Code.

#### § 1216. Installation.

(a) All gas piping installed below ground shall have a minimum earth cover of:

(1) eighteen (18) inches- for existing piping and service lines; and

(2) twenty-four (24) inches for park main lines.

(b) Gas piping shall not be installed underground beneath buildings, concrete slabs or other paved areas of a lot directly abutting the unit, or that portion of the lot reserved for the location of units, or accessory buildings or structures, or building components unless installed in a gastight conduit.

(1) The conduit shall be pipe approved for installation underground beneath buildings and not less than schedule 40 pipe. The interior diameter of the conduit shall be not less than one-half (1/2) inch larger than the outside diameter of the gas piping.

(2) The conduit shall extend to a point not less than twelve (12) inches beyond any area where it is required to be installed, any potential source of ignition or area of confinement, or the outside wall of a building, and the outer ends of the conduit terminating underground shall ~~not~~ be sealed. Where one end of the conduit terminates within a building, unit, accessory building or structure, or building component, it shall be readily accessible and the space between the conduit and the gas piping shall be sealed to prevent leakage of gas into the building, unit, accessory building or structure, or building component.

(3) The space between the conduit and the service line must be sealed to prevent gas leakage into the building, unit, accessory building or structure, or building component, and, if the conduit is sealed at both ends, a vent line from the annular space must extend to a point where gas would not be a hazard, and extend above grade, terminating in a rain and insect resistant fitting.

(c) A carport or awning roof may extend over an individual lot gas piping lateral and outlet riser, provided the completed installation complies with all other requirements of this chapter and the covered area is ventilated to prevent the accumulation of gas.

(d) The use of gas piping in parks constructed prior to June 25, 1976, that was originally installed under the area to be occupied by the unit or accessory building or structure, may be continued provided the piping is maintained in a safe operating condition.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Section 18690, Health and Safety Code.

### § 1312. Private Systems.

(a) In areas where fire department services are not available, as determined by the enforcement agency, a private fire protection system shall be installed and maintained consisting of hydrant or wet standpipe risers connected to the park water main or a separate system capable of delivering seventy-five (75) gallons per minute at thirty (30) psi with at least two lines open, in addition to the normal requirements of the park, and with the hydrants or wet standpipes located within seventy-five (75) feet of each lot. Each hydrant or wet standpipe shall be provided with an approved one-and-one-half (1 ½) inch hose valve and connection with one, one and one-half (1 ½) inch national standard male outlet and shall have connected thereto a minimum of seventy-five (75) feet of one and one-half (1 ½) inch cotton or Dacron jacketed rubber lined fire hose with an approved cone type nozzle with a minimum one-half (½) inch orifice. The fire hose shall be mounted on an approved hose rack or reel enclosed in a weather resistant cabinet which shall be painted red and marked "FIRE HOSE" in four (4) inch letters of contrasting color.

(b) In parks constructed prior to September 1, 1968 that have hydrants installed, the hydrants shall be provided with not less than thirty-five (35) pounds water pressure. These hydrants must meet the hose requirements contained in subsection (a) of this section, but are not required to meet the water flow requirements contained in subsection 1316(c) of this Article. In the event this water pressure is not available, seventy-five (75) feet of three-quarter (¾) inch hose with attached cast brass adjustable spray stream, shut-off nozzle, in a weather-protected cabinet which must deliver four and one-half (4.5) gallons of water per minute at any given point within the mobilehome park, may be substituted for one and one-half (1½) inch diameter hose as specified herein.

NOTE: Authority cited: Sections 18300, 18610, and 18691, Health and Safety Code. Reference: Sections 18610 and 18691, Health and Safety Code.

### **§ 1320. Application and Scope.**

(a) The requirements of this article shall apply to the installation of MH-units and shall apply to all parts of the state within and outside of parks.

(b) Installation provisions that apply to manufactured homes and mobilehomes shall apply equally to ~~multi-unit multifamily~~ manufactured ~~home-housing~~ installations subject to California Health and Safety Code section 18008.7, this chapter and any other applicable laws or regulations.

(c) The requirements of this article also apply to any MH-unit reinstallation or any alteration, addition or changes to an original or prior MH-unit installation.

(d) These installation requirements do not apply to recreational vehicles or to MH-units set up for display on dealer sales lots. However, MH-units displayed as sales models in parks shall comply with the requirements of this chapter.

(e) An installation or reinstallation on a different lot pursuant to Health and Safety Code section 18613, shall include the following:

(1)(A) A tiedown system consisting of listed tiedown assemblies installed as required by section 1336.2 of this article, or

(B) An engineered tiedown system designed by an engineer or architect in compliance with section 1336.3 and installed according to the engineered plans and specifications; and

(2) If concrete piers or steel piers are used in the support system for the MH-unit, mechanical connection of the piers to the MH-unit and of the piers to their footing in compliance with the requirements of section 1334.1.

(f) Existing construction, connections, and installations of MH-units made before the effective date of the requirements of this chapter, may continue in use so long as they were in compliance with requirements in effect at the date of their installation and are not found to be substandard.

(g) Sections 1333 and 1333.5 of this article apply to commercial modulares installed on foundation systems and are applicable to all parts of the state both within and outside of parks.

NOTE: Authority: Section 18300, 18551, 18613, and 18613.4, Health and Safety Code. Reference: Sections 18008.7, 18045.6, 18551, 18613, and 18613.4, Health and Safety Code.

### **§ 1322. MH-Units Installed in Fire Hazard Severity Zones.**

(a) MH-units and commercial modulares installed in parks in any Fire Hazard Severity Zone designated in Title 25, Chapter 3, article 2.3 commencing with section 4200(a) and (b), shall comply with the exterior ignition-resistant construction system requirements of Title 25, Chapter 3, Article 2.3.

(b) MH-units installed outside of parks in High Fire Hazard Severity Zones shall comply with the exterior ignition-resistant construction requirements of subsection (a) and the applicable vegetation clearance provisions of section 4291 of the Public Resource Code and section 51182 of the Government Code.

NOTE: Authority cited: Sections 18300 and 18691, Health and Safety Code. Reference: Section 18691 Health and Safety Code, California Code of Regulations, Chapter 3, Article 2.3, Public Resource Code 4291 and government Code 51182.

### **§ 1333. Foundation Systems.**

(a) Pursuant to Health and Safety Code section 18551, the requirements for MH-unit and commercial modular foundation systems are applicable throughout the state.

(b) The foundation system and the connection of the MH-unit or commercial modular to the foundation system shall be designed to withstand the vertical and lateral forces due to dead load, roof and floor live loads, wind and seismic loads in accordance with the provisions of the California Building Code, Chapter 16, and local soil

conditions. The roof live load, wind and seismic loads as established for permanent buildings within specific local areas shall apply.

(c) The vertical and lateral load resisting elements shall be sized and located to resist the loads specified in the manufacturer's installation instructions. The manufacturer's installation instructions shall become a part of the foundation system plans. In the absence of the manufacturer's installation instructions, plans and specifications signed by an architect or engineer covering the installation of an individual MH-unit or commercial modular shall be provided to the enforcement agency.

(d) The foundation system and the connection of the MH-unit or commercial modular to the foundation system shall be capable of withstanding the vertical and lateral loads shown in the manufacturer's installation instructions, or plans and specifications signed by an architect or engineer, including locations where there are concentrated loads.

(e) When an MH-unit or commercial modular is installed on a foundation system, a foundation system plan shall be provided to the enforcement agency. The manufacturer may provide a foundation system plan in its installation instructions, or a foundation system plan may accompany the installation instructions. Foundation systems may be approved by the enforcement agency or the department. Foundation systems approved by the department shall be accepted by every enforcement agency as approved for the purpose of obtaining a construction permit when the design loads and conditions are consistent for the locality. The department shall require that foundation system plans and supporting data be signed by an architect or engineer.

(f) Foundations for cabanas, porches, and stairways which are accessory to MH-units on foundation systems and foundations for building components shall be subject to approval of the enforcement agency. Porches and stairways which are accessory to commercial modulares on a foundation system shall be subject to approval of the enforcement agency.

(g) When it is necessary for the department to approve plans or to make investigations of complaints relating to foundation system plans, fees shall be paid in accordance with section 1020.9 of article 1.

(h) A standard plan approval may be obtained from the department for a plan for MH-unit or commercial modular foundation systems. The requirements for obtaining a standard plan approval are contained in section 1020.9 of article 1.

(i) ~~Multi-unit~~ Multifamily manufactured ~~homes housing~~ consisting of three (3) or more dwelling units shall be installed on a foundation system pursuant to Health and Safety Code section 18551(a) or (b).

NOTE: Authority cited: Sections 18300, Health and Safety Code. Reference: Sections 18551 and 18008.7, Health and Safety Code.

#### **§ 1426. Accessory Buildings or Structures and Building Components Installed in Fire Hazard Severity Zones.**

(a) Accessory buildings or structures or building components constructed or installed in parks in a State Responsibility Area Fire Hazard Severity Zone or a local Very-High Fire Hazard Severity Zone, as indicated on the California Department of Forestry and Fire Protection's Fire Hazard Severity Zone Maps, shall comply with the Standards of Quality as defined in section 703A and the Materials, Systems, and Methods of Construction as defined in the section 704A of the California Building Code, Title 24, Part 2, Chapter 7A.

(b) Accessory buildings or structures or building components constructed or installed outside of parks in a State Responsibility Area Fire Hazard Severity Zone, a local Very-High Fire Hazard Severity Zone, or a local Wildland-Urban Interface Fire Area shall comply with the provisions of the California Building Code, Title 24, Part 2, Chapter 7A.

NOTE: Authority cited: Sections 18300 and 18691, Health and Safety Code. Reference: Section 18691.

#### **§ 1429. Required Exits.**

(a) An enclosed accessory building or structure or building component may be constructed or installed to enclose an emergency exit window from a sleeping room within a unit provided the enclosed area adjacent to the emergency exit window has a door not less than twenty-eight (28) inches in width and seventy-four (74) inches in height providing direct access to the outside. The exit doorway shall comply with the exit illumination requirements contained in the California Building Code and lighting outlet requirements contained in the California Electrical code.

(b) An accessory building or structure which encloses a required exit doorway from an MH-unit shall have an exit path and exit that does not violate the exit facilities requirements for the manufactured homes, as contained in the Manufactured Home Construction and Safety Standards, 24CFR, Part 3280.105.

(c) An awning enclosure that encloses a required exit shall not be divided with interior walls or barriers unless the divided areas contain additional exit doors serving the divided areas that comply with subsection (a).

NOTE: Authority cited: Sections 18029 and 18300, Health and Safety Code. Reference: Sections 18029, 18552, and 18610, Health and Safety Code.

#### **§ 1432. Construction.**

(a) Construction and installation of accessory buildings or structures or building components shall comply with the structural requirements for permanent buildings, except as otherwise provided by this article. The enforcement agency may ~~that~~ require accessory buildings and structures or building components be designed and constructed to withstand live loads, vertical uplift or horizontal forces from any direction in excess of the minimum loads specified in this chapter, based on local geologic, topographic, or climatic conditions, when approved by the department.

(b) Accessory buildings and structures constructed of ~~an~~ aluminum or aluminum alloy shall be designed to conform to the specifications contained in the California Building Code, Chapter 20.

(c) Unless data to substantiate the use of higher values is submitted to the enforcement agency, the allowable loading of accessory buildings or structures or building components on the soil shall not exceed one thousand (1,000) psf vertical soil bearing pressure, one hundred fifty (150) psf of depth lateral soil bearing pressure, and one hundred sixty-seven (167) psf frictional resistance for uncased cast-in-place concrete piles.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18552 and 18620, Health and Safety Code.

#### **§ 1438. Mechanical Installations.**

Requirements for heating, ventilating, comfort cooling systems, ~~related equipment~~, and fireplaces constructed or installed in, or in conjunction with, accessory buildings or structures or building components are contained in the California Mechanical Code.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Sections 18552, 18630, and 18690, Health and Safety Code.

#### **§ 1468. Awning-Design and Construction.**

(a) An awning and its structural parts, except cloth, canvas, or similar flexible materials, shall be designed, constructed, and erected to adequately support all dead loads plus a minimum vertical live load of ten (10) psf except that snow loads shall be used where snow loads exceed this minimum. Requirements for the design of awnings necessary to resist minimum horizontal wind pressure are contained in the California Building Code Appendix Chapter 31.

(b) The following awnings shall be completely freestanding;

- (1) awnings with a roof structure dead load weight of more than six (6) psf;
  - (2) awnings exceeding twelve (12) feet in width (projection) as measured from the wall of the MH-unit to the outer edge of the awning roof; and
  - (3) awnings required to be designed and constructed for live loads in excess of ten (10) psf.
- (c) Flashing or sealing materials may be used to provide a weather seal between a freestanding awning and a unit. No separation is required between a freestanding awning and an attached awning located on the same lot.
- (d) Notwithstanding the provisions of subsection (b), an awning installed in an area with a roof live load not to exceed 20 psf with a dead load not to exceed six and one-half (6 ½) psf may be attached to an MH-unit provided all of the following apply:
- (1) the MH-unit was manufactured after September 15, 1971, and bears a department insignia of approval or a HUD label of approval; and
  - (2) it is provided with continuous perimeter support under the rim joist below the wall for the entire length of the awning or as a perimeter support system designed in accordance with the California Building Code and
  - (3) it is secured to the sidewall, excluding eaves and overhangs.
- (e) Awnings with a roof structure dead load weight of one (1) psf or less, do not require perimeter supports on the MH-unit wall at the point of attachment unless the MH-unit installation instructions require perimeter wall supports because of the additional load.
- (f) All awnings on lots occupied by recreational vehicles shall be freestanding and shall not transmit any loads to the recreational vehicle except for cloth or canvas or similar flexible material.
- ~~(g) When unit manufacturers' installation instructions prohibit the attachment or transmission of loads to the unit, the awning or carport shall be freestanding.~~
- ~~(h)~~ Combustible material used in awnings shall not be installed within three (3) feet of the lot line pursuant to section 1428 of this chapter. However, wooden support posts, installed in accordance with section 1428(h), may be located up to a lot line.

NOTE: Authority Cited: Section 18300, Health and Safety Code. Reference: Section 18552, Health and Safety Code.

#### **§ 1474. Awning-Enclosures.**

- (a) Awning enclosures shall be used only for recreational or outdoor living purposes and shall not be used as carports or storage rooms nor shall they be constructed or converted for use as a habitable room or a cabana.
- (b) Combustible material used for awning enclosures shall not be installed within three (3) feet of the lot line pursuant to section 1428 of this chapter.
- (c) Awnings may be enclosed or partially enclosed as follows:
  - (1) With insect screening or removable flexible plastic material. Awning drop or side curtains shall not be permanently fastened at the sides or bottom. (A permit to construct is not required.)
  - (2) With rigid, readily removable transparent, or translucent materials.
  - (3) Awnings may be partially enclosed with solid, opaque panels, provided the panels do not exceed fifty (50) percent of the total wall area.
  - (4) Awnings may be completely enclosed with solid material, provided that fifty (50) percent of the total wall area is translucent or transparent material, of which twenty-five (25) percent of the total wall area shall be able to be opened for ventilation. Exiting requirements shall meet the requirements for a cabana.
- (d) Where an awning is erected or constructed immediately adjacent to or over a permanently constructed retaining wall of fire resistant material, there shall be not less than eighteen (18) inches clear ventilating opening between the underside of the awning roof and the top of the wall extending the full length of the awning.
- (e) An awning shall not be enclosed unless the enclosure is designed and constructed as a freestanding structure or unless the awning is designed and constructed to withstand the additional forces imposed by the enclosure.

(f) The construction requirements for awning enclosures are contained in the California Building Code, Appendix Chapter 31.

(g) ~~Heating or cooking~~ No fuel burning appliances or facilities equipment shall ~~not~~ be installed or used within an awning enclosure.

(h) Drop ceilings may be supported by the MH-unit provided the combined weight of the ceiling and the awning complies with section 1468(d).

NOTE: Authority Cited: Section 18300, Health and Safety Code. Reference: Sections 18552 and 18610, Health and Safety Code.

#### **§ 1504. Stairway-Handrails.**

(a) Every stairway with four (4) or more risers, or stairways exceeding thirty (30) inches in height, shall be equipped with handrails and intermediate rails for the entire length of the handrail.

(b) Handrails with a circular cross-section shall have an outside diameter of at least one and one-quarter (1.25) inches and not greater than two (2) inches or shall provide equivalent grasping ability. If the handrail is not circular, it shall have a perimeter dimension of at least four (4) inches and not greater than six and one-quarter (6.25) inches with a maximum ~~vertical cross-section~~ cross-sectional dimension of two and one-quarter (2.25) inches. Edges shall have a minimum radius of one-hundredth (0.01) inch.

(c) The ends of handrails shall be rounded, extend to the edge of the last step, and shall not project more than three (3) inches beyond the last handrail support post.

(d) The requirements for stairways and handrails are contained in the California Building Code, except as otherwise provided in this chapter.

NOTE: Authority cited: Section 18300, Health and Safety Code. Reference: Section 18552, Health and Safety Code.

#### **§ 1612. Final Notice Requirements and Appeals.**

(a) If the initial notice from the enforcement agency has not been complied with on or before the date specified in the notice, the enforcement agency may institute proceedings against the cited person or entity.

(1) The enforcement agency shall issue to the cited person, the last registered owner of a cited unit, and the park owner or operator, or the legal owner of the property where the cited unit, structure, or property is located, a final notice to abate that shall contain at least the following:

(A) the date the notice is prepared;

(B) the name or names of the responsible person or entity;

(C) a list of the uncorrected violation(s) cited;

(D) final compliance date;

(E) right to request an informal conference pursuant to section 1752 of this chapter if one has not been requested previously with regard to the identified violations;

(F) right to request a hearing pursuant to section 1613 of this chapter;

(G) a statement that any willful violation is a misdemeanor under section 18700 of the Health and Safety Code.

(2) The final notice shall be mailed, by registered or certified mail, return receipt requested, to the cited person, to the legal owner of the property as shown on the last equalized assessment roll and to the last known address of the last registered or legal owner of record of the cited unit, unless the unit is in such condition that identification numbers are not available to determine ownership. The final notice may also be served by personal service at the discretion of the enforcement agency.

(3) The officer or employee of the enforcement agency upon giving this final notice shall file an affidavit certifying to the time and the manner in which that notice was given. He or she shall also file with the affidavit,

any receipt card which may have been returned to him or her in acknowledgment of the receipt of that notice by registered or certified mail.

NOTE: Authority cited: Sections 18300 and 18605, Health and Safety Code. Reference: Sections 18402, 18404, 18552, and 18605, Health and Safety Code.

#### **§ 1752. Request for Informal Conference.**

(a) The following ~~optional~~, informal conference process shall be available to a person who is required to respond to a notice of violation issued pursuant to section 18420 of the Health and Safety Code, and shall be initiated solely at the discretion of the person addressed in the notice of violation if he or she desires to appeal or seek clarification of the notice of violation.

(b) The use of the informal conference process shall be limited to the dispute of one or more of the following issues contained in a notice of violation:

- (1) The existence of one or more alleged violations,
- (2) The alleged failure to correct the violations in the required time frame, and
- (3) The reasonableness of the time frame within which the violations shall be corrected.

(c) If a person is in receipt of a notice of violation and chooses to request an informal conference with a representative of the enforcement agency,

- (1) the person shall make a written request to the enforcement agency for an informal conference, and
- (2) the person shall ensure that the enforcement agency receives the written request within ten (10) working days of the notice of violation.

(d) The written request for an informal conference shall provide the following information:

- (1) The name, address, and telephone number of the person requesting the informal conference, and
- (2) A brief description of the issues disputed.

(e) Within three (3) working days of the receipt of a written request for an informal conference, the enforcement agency shall contact the person who submitted the request and shall schedule an informal conference for the earliest possible, mutually convenient time and place. The informal conference shall occur during the normal working hours and shall be held no later than fifteen (15) working days after the enforcement agency's receipt of the written request. "Normal working hours" are from 8:00 a.m. to 5:00 p.m. on Monday through Friday, excluding holidays.

(f) The enforcement agency shall deny a request for an informal conference only if one or more of the following conditions apply:

- (1) The issues identified for dispute in the written request do not include at least one of the issues specified in subsection (b), or
- (2) The person requesting the informal conference is not available to meet with the representative of the enforcement agency within the fifteen (15) day time period and the enforcement agency determines that good cause does not exist to postpone the informal conference.

NOTE: Authority cited: Sections 18300 and 18421, Health and Safety Code. Reference: Sections 18420 and 18421, Health and Safety Code.

#### **§ 1756. Request for Appeal of Decision Rendered in Informal Conference.**

(a) Any park owner or operator, or any registered owner of a unit, who has received a notice of violation issued pursuant to section 18420 of the Health and Safety Code, has the right to petition for a formal hearing with the person in charge of the enforcement agency or that person's designee after a decision is rendered in an informal conference or the agency has denied the request for an informal conference.

(b) The person requesting the formal hearing shall submit a written petition to the enforcement agency:

- (1) within ten (10) working days of the date of the ~~notice of violation~~ denial of a request for an informal conference, or



(2) within five (5) working days of the date of the enforcement agency's written determination, following an informal conference, if the issues contained in the notice of violation were disputed at the informal conference.

(c) The written petition shall:

- (1) provide the name, address, and phone number of the petitioner,
- (2) provide the petitioner's reasons for requesting a formal hearing,
- (3) summarize each issue to be disputed at the formal hearing, and
- (4) state the remedy the petitioner is seeking.

(d) Upon receipt of the petition, the enforcement agency shall set a time and place for the formal hearing and shall provide the petitioner with written notice of the scheduled hearing.

(1) The formal hearing shall commence within ten (10) working days of the date of the petition.

(2) The petitioner shall have the right to apply for the postponement of the date of the formal hearing for a reasonable amount of time. The petitioner shall provide a good-cause reason for the request.

(3) The enforcement agency shall grant a request for postponement if it determines that the petitioner has good-cause reason for the postponement.

(e) The formal hearing shall provide the petitioner with the opportunity to be heard and to show cause why the notice of violation should be modified or withdrawn.

(1) The petitioner shall be entitled to call witnesses to testify at a formal hearing.

(2) The petitioner shall be entitled to be represented by legal counsel at a formal hearing.

(f) Within ten (10) working days of the formal hearing, the enforcement agency shall provide in writing a final, formal order to the petitioner. The final, formal order shall:

(1) sustain, modify, or withdraw the notice of violation issued pursuant to section 18420 of the Health and Safety Code, and

(2) shall clearly state the enforcement agency's findings upon which the final, formal order is based.

NOTE: Authority cited: Sections 18300 and 18421, Health and Safety Code. Reference: Sections 18420, 18421, and 18513 Health and Safety Code.

**2002**

**(g) –G-**

(1) Gas Connector. A flexible connector, listed for exterior use, to convey gas from a gas riser outlet to the gas supply connection of a unit.

(2) Gas Piping, Main. A distribution line that serves as a common source of supply for more than one service line.

(2)(3) Gas Piping System, Park. The pipe, equipment and related installations, outside of permanent buildings, units, or accessory buildings or structures, for distributing gas throughout the park.

(3)(4) Gas Riser Outlet. That portion of a park gas lateral line or gas piping system, extending above ground, serving a lot.

(4)(5) Gas Service Line-Lateral. The pipe, or that portion of a park gas piping system, extending from the main park gas line to the individual gas outlet serving a lot.

(5)(6) Good Cause. What the enforcement agency would find to be an reasonable basis for failing to appear at the time and place scheduled for a hearing, informal conference, formal hearing, or for not complying with a specified timeline.

(6)(7) Gross Floor Area. The floor area enclosed within the surrounding exterior walls of a unit, accessory building or structure, or portions thereof. Where there are no walls, "gross floor area" means the usable area contained within the horizontal projection of the roof and floor.

(7)(8) Guardrail. A vertical barrier erected along the open edges of a porch or other elevated area to prevent persons from falling to a lower level.

**(m)-M-**

(1) MH-unit. A term, as used in this chapter, to replace references to "mobilehome, manufactured home, and multi-unit a multifamily manufactured home housing".

**(n) –N-**

(1) N.F.P.A. An acronym for the National Fire Protection Association.

(2) Noncombustible. As applied to building construction is any material which meets the criteria for "noncombustible" as specified in section 215 of the California Building Code.

(3) Nuisance. A "nuisance" is as defined in Civil Code section 3479; a "private nuisance" is as defined in Civil Code section 3481; and a "public nuisance" is as defined in Civil Code section 3480 and Penal Code section 370.

**(u) -U-**

(1) Unit. A manufactured home, mobilehome, multi-unit multifamily manufactured home housing, recreational vehicle, or camping cabin.

NOTE: Authority: Section 18865, 18865.05, and 18873, Health and Safety Code. References: Sections 18007, 18008, 18008.5, 18008.7, 18009.3, 18010, 18013.4, 18861, 18862, 18862.15, 18862.33, 18862.35, 18866.3, 18871.4, 18872, 18872.2, 18873, 18873.1, 18873.2, 18873.3, 18873.4, 18873.5, and 18909, Health and Safety Code.

**§ 2004. Local Enforcement.**

(a) Assumption of responsibility for the enforcement of Parts 2.1 and 2.3 of Division 13, of the California Health and Safety Code and the provisions of Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2 relating to enforcement within parks by a city, county, or city and county, shall be by means of an ordinance of the

city council or board of supervisors which shall contain the following information and be subject to department approval:

- (1) Indication of assumption of responsibility for enforcement of Parts 2.1 and 2.3 of Division 13 of the Health and Safety Code, and the provisions of Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2.
  - (2) Name of the agency or agencies delegated enforcement responsibilities.
  - (3) A statement that the designated local enforcement agency will provide qualified personnel necessary to enforce Parts 2.1 and 2.3 of Division 13 of the Health and Safety Code, and the provisions of Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2 consistent with those laws and regulations. The statement shall include the total number of personnel assigned to the enforcement program.
  - (4) One copy of any contract, memorandum of understanding, or other document governing delegation of responsibilities and services to a local government agency other than the local government assuming responsibility for Parts 2.1 and 2.3 of Division 13 of the Health and Safety Code and Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2.
  - (5) Adoption of the applicable schedule of fees contained in the provisions of Parts 2.1 and 2.3 of Division 13 of the Health and Safety Code, and Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2.
    - (A) A statement adopting the state program and objectives as contained in Parts 2.1 and 2.3 of Division 13 of the Health and Safety Code, , and Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2.
    - (B) A description of existing parks within the local jurisdiction, including conditions and type of park.
    - (C) Specific local objectives, program plan and timetable designed to achieve enforcement compliance.
  - (6) Effective date of assumption of enforcement.
- (b) One certified copy of the ordinance shall be forwarded to the Administrative Office of the Division of Codes and Standards, P.O. Box 1407, Sacramento, CA 95812-1407 not less than thirty (30) days before the designated effective date of assumption of enforcement.
- (c) A statement that the following forms provided by the department will be used:
- (1) HCD 500A Application for Permit to Operate;
  - (2) HCD 503B Annual Permit to Operate.
- (d) The department shall determine the local agency's knowledge and ability to apply the requirements of Title 25, California Code of Regulations, Division 1, Chapters 2 and 2.2, and the applicable Health and Safety Code requirements. The department's determination may include, but is not limited to, verification of the local agency's ability and knowledge through performance of activities that may include inspection, records review, and interviews of assigned personnel.
- (e) Upon completion of the transfer, the new enforcing agency shall notify, in writing, the parks within its jurisdiction of the change in the enforcement and the designated department or departments responsible for enforcement and permit issuance.
- (f) Every enforcement agency shall comply with the verification of eligibility to receive public benefit requirements of Title 25, California Code of Regulations, Division 1, Chapter 5.5, commencing with section 5802, of applicants for permits to operate mobilehome parks or special occupancy parks.
- (g) Notwithstanding the provisions of section 2005.5 of this article, in order to ensure that the orderly transition of assumption of enforcement occurs when a park, or permanent building within a park, is under construction, the enforcement agency issuing the permit to construct shall retain enforcement authority for the specified project through completion of those permits. All other enforcement responsibilities for that construction shall be transferred, as well as all pertinent information pertaining to that construction including, but not limited to, plans, calculations, testing information, inspection reports and correction notices on the date as determined by the department.
- (h) The local enforcement agency shall send a copy of each permit to operate it has renewed, within thirty (30) days after renewal, to the department's Division of Codes and Standards, at the address designated by the department at the time of assumption.
- (i) When a local enforcement agency proposes significant changes in the personnel responsible for enforcing the provisions of this chapter, Chapter 2 and sections 18200 through 18874 of the Health and Safety Code, that agency shall notify the department at least thirty (30) days prior to the proposed date of the changes. The

department may perform a reevaluation to determine whether the personnel have the required knowledge and ability as required in subsection (d) of this section.

(j) When a local enforcement agency changes its address, phone number, or contact person, it shall notify the Administrative Office of the department in writing within thirty (30) days of the change.

NOTE: Authority cited: Sections 18865, Health and Safety Code. Reference: Sections 18862.17, 18865, 18870.6, and 18870.7, Health and Safety Code.

#### **§ 2005. Local Government's Cancellation of Enforcement Responsibility.**

(a) An enforcement agency intending to relinquish responsibility for enforcement authority shall advise the department, no less than ~~thirty (30)~~ ninety (90) days prior to initiating the requirements of subsection (b).

(b) A governing body canceling its enforcement responsibility shall complete the following to the department's satisfaction before the transfer is effective:

(1) provide written notification to the department not less than ~~thirty (30)~~ ninety (90) days prior to the proposed effective date of the action, along with a copy of the ordinance repealing enforcement responsibility,

(2) remit the appropriate fees to the department as identified in section 2006 of this article on or before the date of transfer of responsibility.

(3) transfer all park records to the department on or before the effective date of the transfer of enforcement responsibility.

(c) When the local agency cancels its enforcement responsibility for this chapter, its responsibility for enforcement of chapter 2 of this division is also cancelled.

(d) When a local enforcement agency has canceled its assumption of responsibility for enforcement and desires to reassume enforcement, it must reapply in compliance with the requirements contained in section 2004 of this article.

NOTE: Authority cited: Section 18865, Health and Safety Code. Reference: Sections 18862.17 and 18865, Health and Safety Code.

#### **§ 2006. Transfer of Authority – Disbursal of Fees.**

(a) When a city, county, or city and county assumes responsibility for the enforcement of , parts 2.1 and 2.3, of division 13, of the Health and Safety Code and Title 25, California Code of Regulations, division 1, chapters 2 and 2.2, cancels its assumption of such responsibility, or has assumption approval cancelled by the department during the permit renewal year, that portion of the fees collected for the annual permits to operate, other than state fees pursuant to section 2008 of this article, shall be returned in an amount equal to the percentage of the year remaining before the permits to operate expire. ~~shall be apportioned as follows:~~

~~(1) When assumption of enforcement responsibility occurs more than six (6) months preceding the next permit to operate renewal date, the former enforcement agency shall retain one-half of each annual permit to operate fee collected and shall transfer the remaining half to the assuming jurisdiction.~~

~~(2) When assumption of enforcement responsibility occurs less than or exactly six (6) months preceding the next permit to operate expiration date, the former enforcement agency shall then retain the full amount collected.~~

NOTE: Authority cited: Section 18865, Health and Safety Code. Reference: Sections 18865, and 18870.2, Health and Safety Code.

#### **§ 2018. Permits Required.**

(a) No person shall erect, construct, reconstruct, install, replace, relocate or alter any building, structure, camping cabin, accessory building or structure, or building component; any electrical, mechanical, or plumbing equipment; any fuel gas equipment and installations, or fire protection equipment; or installations of, or within, a

park, or a lot, or perform any non-load bearing grading or area fill with a depth of one (1) foot or greater, unless exempted from obtaining a grading permit pursuant to Appendix 33-J of the California Building Code, without first obtaining a written construction permit from the enforcement agency.

(b) No person shall create or change a lot line within a park without first obtaining a permit from the enforcement agency pursuant to the requirements of section 2105 of this chapter.

(c) Any person issued a notice indicating violations pursuant to this section shall obtain the required permit from the enforcement agency and provide the appropriate fees as prescribed in this article.

(d) The enforcement agency shall not require a permit to construct for the following work, when the construction is performed in a workmanlike manner, does not present a hazard, and otherwise complies with the requirements of this chapter:

(1) Minor maintenance and repair including replacement of existing utility metering devices.

(2) The installation of a storage cabinet on a lot.

(3) Construction or installation of a stairway having a landing twelve (12) square feet or less.

(4) A landing not more than twelve (12) square feet in area.

(5) Construction or installation of removable insect screening, flexible plastic or canvas type material used as an awning or as awning or carport enclosures.

(6) Construction or installation of a retaining wall less than four (4) feet in height measured from the bottom of the footing to the top of the wall, unless it is supporting a surcharge. For the purpose of this section, a surcharge is any load imposed in addition to the normal soil load.

(7) Construction or installation of a patio, as defined in section 2002(p)(3).

(8) Fences not over six (6) feet high.

NOTE: Authority cited: Section 18865, Health and Safety Code. Reference: Sections 18870, 18870.8, 18872 and 18872.1, Health and Safety Code.

### **§ 2183. Access to Electrical Equipment.**

All park or lot service equipment shall be accessible by an unobstructed entrance or passageway not less than twenty-four (24) inches in width and seventy-eight (78) inches high, and shall have a working space not less than thirty (30) inches wide and thirty-six (36) inches deep in front of ~~and centered on any panel opening on~~ the service equipment used for examination, servicing, adjustment, or maintenance. The lot service equipment shall be located and maintained not less than twelve (12) inches nor more than seventy-eight (78) inches above the stabilizing pad.

EXCEPTION: parks constructed prior to July 1, 1979, shall have a working space not less than 30 inches wide and 30 inches deep in front of and centered on the service equipment.

NOTE: Authority cited: Section 18865, Health and Safety Code. Reference: Sections 18871 and 18873.3, Health and Safety Code.

### **§ 2210. Liquefied Petroleum Gas (LPG).**

All LPG equipment and installations ~~exceeding 125~~ of tanks one hundred twenty-five (125) US gallons or larger shall comply with the applicable provisions of the Unfired Pressure Vessel Safety Orders, California Code of Regulations, Title 8, Chapter 4, Subchapter 1, unless otherwise provided by this chapter.

NOTE: Authority cited: Sections 18865 and 18873.4, Health and Safety Code. Reference: Section 18873.4, Health and Safety Code.

### **§ 2211. LPG Tanks.**

(a) LPG tank installations in parks must conform to the provisions related to LPG tanks contained in ~~Article 82~~ Chapter 38 of the California Fire Code.

(b) Units designed and constructed with securely mounted tanks may be served by either the lot or mounted tanks, but not by both at the same time.

(c) A permit from the enforcement agency is required to install any LPG fuel tank exceeding 60 U. S. gallons.

(d) LPG tanks shall be designed and constructed in accordance with nationally recognized standards for unfired pressure vessels.

NOTE: Authority cited: Section 18865, Health and Safety Code. Reference: Section 18873.4, Health and Safety Code.

#### **§ 2212. ~~Prohibited~~ Location of LPG Tanks.**

(a) ~~No~~ Except for tanks on personal, portable LPG fueled appliances, no LPG tank ~~greater than five (5) U.S. gallons~~ shall be stored or located in any of the following locations:

- (1) within five (5) feet of any source of ignition (lot electrical service is not a source of ignition);
- (2) within five (5) feet of any mechanical ventilation air intake;
- (3) under any unit or habitable accessory building; ~~or~~
- (4) within any structure or area where three (3) or more sides are more than fifty (50) percent closed; or
- (5) Within five (5) feet of property lines and lot lines that can be built upon.

(b) No LPG tank shall be filled within ten (10) feet of a source of ignition, openings into direct-vent (sealed combustions system) appliances, or any mechanical ventilation air intake.

(c) An LPG system within a motor-driven vehicle or recreational vehicle is exempt from the requirement of subsections (a) and (b).

(d) An LPG tank may be located under a ventilated snow cover open on all sides. The snow cover shall not be connected to any other structure and shall not extend more than one (1) foot beyond the tank in any horizontal direction.

(e) LPG tanks that are less than 125 U.S. gallons may be located immediately adjacent to a unit or building or accessory building or structure if all of the requirements of subsection (a) of this section are met.

(f) The discharge from the LPG tank pressure relief device shall be at least five (5) feet horizontally from the unit or another structure's openings below the level of such discharge.

NOTE: Authority cited: Section 18865, Health and Safety Code. Reference: Section 18873.4, Health and Safety Code.

#### **§ 2216. Installation.**

(a) All gas piping installed below ground shall have a minimum earth cover of:

- (1) eighteen (18) inches- for existing piping and service lines: and
- (2) twenty-four (24) inches for park main lines.

(b) Gas piping shall not be installed underground beneath buildings, concrete slabs or other paved areas of a lot directly abutting the unit, or that portion of the lot reserved for the location of units, or accessory or structures, unless installed in a gastight conduit.

(1) The conduit shall be pipe approved for installation underground beneath buildings and not less than schedule 40 pipe. The interior diameter of the conduit shall be not less than one-half (1/2) inch larger than the outside diameter of the gas piping.

(2) The conduit shall extend to a point not less than twelve (12) inches beyond any area where it is required to be installed, any potential source of ignition or area of confinement, or the outside wall of a building, and the outer ends of the conduit terminating underground shall ~~not~~ be sealed. Where one end of the conduit terminates within a building, unit, accessory building or structure, or building component, it shall be readily accessible and the space between the conduit and the gas piping shall be sealed to prevent leakage of gas into the building, unit, accessory building or structure, or building component.

(3) The space between the conduit and the service line must be sealed to prevent gas leakage into the building, unit, accessory building or structure, or building component, and, if the conduit is sealed at both ends, a vent line from the annular space must extend to a point where gas would not be a hazard, and extend above grade, terminating in a rain and insect resistant fitting.

(c) A carport or awning roof may extend over an individual lot gas piping lateral and outlet riser, provided the completed installation complies with all other requirements of this chapter and the covered area is ventilated to prevent the accumulation of gas.

(d) The use of gas piping in parks constructed prior to June 25, 1976, that was originally installed under the area to be occupied by the unit or accessory building or structure, may be continued provided the piping is maintained in a safe operating condition.

NOTE: Authority cited: Section 18865, 18865.05, and 18872, Health and Safety Code. Reference: Section 18873.4, Health and Safety Code.

### **§ 2312. Private Systems.**

(a) In areas where fire department services are not available, as determined by the enforcement agency, a private fire protection system shall be installed and maintained consisting of hydrant or wet standpipe risers connected to the park water main or a separate system capable of delivering seventy-five (75) gallons per minute at thirty (30) psi with at least two lines open, in addition to the normal requirements of the park, and with the hydrants or wet standpipes located within seventy-five (75) feet of each lot. Each hydrant or wet standpipe shall be provided with an approved one-and-one-half (1 ½) inch hose valve and connection with one, one and one-half (1 ½) inch national standard male outlet and shall have connected thereto a minimum of seventy-five (75) feet of one and one-half (1 ½) inch cotton or Dacron jacketed rubber lined fire hose with an approved cone type nozzle with a minimum one-half (½) inch orifice. The fire hose shall be mounted on an approved hose rack or reel enclosed in a weather resistant cabinet which shall be painted red and marked "FIRE HOSE" in four (4) inch letters of contrasting color.

(b) In parks constructed prior to September 1, 1968 that have hydrants installed, the hydrants shall be provided with not less than thirty-five (35) pounds water pressure. These hydrants must meet the hose requirements contained in subsection (a) of this section, but are not required to meet the water flow requirements contained in subsection 2316(c) of this Article. In the event this water pressure is not available, seventy-five (75) feet of three-quarter (¾) inch hose with attached cast brass adjustable spray stream, shut-off nozzle, in a weather-protected cabinet which must deliver four and one-half (4.5) gallons of water per minute at any given point within the mobilehome park, may be substituted for one and one-half (1½) inch diameter hose as specified herein.

NOTE: Authority cited: Sections 18865, 18872, and 18873.5, Health and Safety Code. Reference: Sections 18872 and 18873.5, Health and Safety Code.

### **§ 2327. Camping Cabins.**

(a) Camping cabin design, construction and installation shall comply with the requirements specified in sections 18862.5 and 18871.11 of the Health and Safety Code.

(b) Camping cabins shall meet the roof live load requirements for accessory structures in accordance with section 2433 of this chapter.

(c) All sleeping rooms shall have smoke alarms installed in accordance with ~~Section 310.9~~ 907.2.10.1.1 of the California Building Code. Alarms may be battery powered only when electrical service is not supplied to the cabin.

(d) Camping cabins shall not exceed four hundred (400) square feet as measured by the camping cabin's footprint, to include built-in porches or stairways contained within the original cabin footprint.

(e) When a camping cabin is required to meet accessibility requirements, it shall comply with the requirements specified in Chapter 11B of the California Building Code for parking, path of travel and access up to the camping cabin.

(f) A camping cabin shall be readily relocatable.

(g) Accessory structures for camping cabins shall comply with provisions of section 2422 of this chapter.

(h) Fuel burning heating or cooking appliances shall not be operated in a camping cabin.

(i) No plumbing of any kind shall be installed in a camping cabin.

(j) Camping cabins installed in a State Responsibility Area Fire Hazard Severity Zone or a local Very-High Fire Hazard Severity Zone as indicated on the California Department of Forestry and Fire Protection's Fire Hazard Severity Zone Maps shall comply with the materials, systems, and methods of construction as defined in the California Building Code, Title 24, Part 2, Chapter 7A.

NOTE: Authority cited: Section 18865, Health and Safety Code. Reference: Sections 18862.5, ~~and 18871.11,~~ and 18873.5 Health and Safety Code.

#### **§ 2426. Accessory Buildings or Structures and Building Components Installed in Fire Hazard Severity Zones.**

(a) Accessory buildings or structures or building components constructed or installed in parks in a State Responsibility Area Fire Hazard Severity Zone or a local Very-High Fire Hazard Severity Zone as indicated on the California Department of Forestry and Fire Protection's Fire Hazard Severity Zone Maps, shall comply with the Standards of Quality as defined in section 703A and the Materials, Systems, and Methods of Construction as defined in the section 704A of the California Building Code, Title 24, Part 2, Chapter 7A.

(b) Accessory buildings or structures or building components constructed or installed outside of parks in a State Responsibility Area Fire Hazard Severity Zone, a local Very-High Fire Hazard Severity Zone, or a local Wildland-Urban Interface Fire Area shall comply with the provisions of the California Building Code, Title 24, Part 2, Chapter 7A.

NOTE: Authority cited: Sections 18865 and 18873.5, Health and Safety Code. Reference: Section 18873.5 Health and Safety Code.

#### **§ 2429. Required Exits.**

(a) An awning enclosure may be constructed or installed to enclose an emergency exit window from a sleeping room within a unit provided the enclosed area adjacent to the emergency exit window has a door not less than twenty-eight (28) inches in width and seventy-four (74) inches in height providing direct access to the outside. The exit doorway shall comply with the exit illumination requirements contained in the California Building Code and lighting outlet requirements contained in the California Electrical code.

(b) An awning enclosure which encloses a required exit from the unit shall have a doorway complying with subsection (a) located as close as possible to that exit. If more than one exit is enclosed, the enclosure shall be provided with the same number of exit doorways that comply with subsection (a) as close as possible to the existing unit exits.

(c) An awning enclosure that encloses a required exit shall not be divided with interior walls or barriers unless the divided areas contain additional exit doors serving the divided areas that comply with subsection (a).

NOTE: Authority cited: Section 18865, Health and Safety Code. Reference: Sections 18871.3 and 18872, Health and Safety Code.

#### **§ 2438 Mechanical Installations.**

Fuel gas piping, heating, ventilating, burning related appliances or equipment, and fireplaces shall not be constructed, used, or installed in, or in conjunction with, an accessory building or structure.



NOTE: Authority cited: Section 18865, Health and Safety Code. Reference: Sections 18871.3, 18873.1, and 18873.4, Health and Safety Code.

#### **§ 2474. Awning-Enclosures.**

(a) Awning enclosures shall be used only for recreational or outdoor living purposes and shall not be used as carports or storage rooms nor shall they be constructed or converted for use as a habitable room or a cabana.

(b) Combustible material used for awning enclosures shall not be installed within three (3) feet of the lot line pursuant to section 2428 of this chapter.

(c) Awnings may be enclosed or partially enclosed as follows:

(1) With insect screening or removable flexible plastic material. Awning drop or side curtains shall not be permanently fastened at the sides or bottom (A permit to construct is not required).

(2) With rigid, readily removable transparent, or translucent materials.

(3) Awnings may be partially enclosed with solid panels, provided the solid panels do not exceed fifty (50) percent of the total wall area.

(4) When an awning is completely enclosed with rigid material, fifty (50) percent of the total wall area shall be translucent or transparent material, of which twenty-five (25) percent of the total wall area shall be able to be opened for ventilation. Exiting requirements shall meet the requirements for a cabana.

(d) Where an awning is erected or constructed immediately adjacent to or over a permanently constructed retaining wall of fire resistant material, there shall be not less than eighteen (18) inches clear ventilating opening between the underside of the awning roof and the top of the wall extending the full length of the awning.

(e) An awning shall not be enclosed unless the enclosure is designed and constructed as a freestanding structure or unless the awning is designed and constructed to withstand the additional forces imposed by the enclosure.

(f) The requirements for awning enclosures are contained in the California Building Code, Appendix Chapter 31.

(g) ~~Heating or cooking~~ No fuel burning appliances or ~~facilities equipment~~ shall not be installed or used within an awning enclosure.

(h) An awning enclosure shall be separated from the unit's interior by walls, windows, doors, or sliding glass doors.

NOTE: Authority cited: Section 18865, Health and Safety Code. Reference: Sections 18871.3 and 18872, Health and Safety Code.

#### **§ 2504 Stairway-Handrails.**

(a) Every stairway with four (4) or more risers, or stairways exceeding thirty (30) inches, shall be equipped with handrails and intermediate rails for the entire length of the handrail.

(b) Handrails with a circular cross-section shall have an outside diameter of at least one and one-quarter (1.25) inches and not greater than two (2) inches or shall provide equivalent grasping ability. If the handrail is not circular, it shall have a perimeter dimension of at least four (4) inches and not greater than six and one-quarter (6.25) inches with a maximum ~~vertical cross-section~~ cross-sectional dimension of two and one-quarter (2.25) inches. Edges shall have a minimum radius of one-hundredth (0.01) inch.

(c) The ends of handrails shall be rounded, extend to the edge of the last step, and shall not project more than three (3) inches beyond the last handrail support post.

(d) The requirements for stairways and handrails are contained in the California Building Code, except as otherwise provided in this chapter.

NOTE: Authority cited: Sections 18865, 18865.05, 18871.3, and 18873, Health and Safety Code. Reference: Section 18871.3, Health and Safety Code.

#### **§ 2612. Final Notice Requirements and Appeals.**

(a) If the initial notice from the enforcement agency has not been complied with on or before the date specified in the notice, the enforcement agency may institute proceedings against the cited person or entity.

(1) The enforcement agency shall issue to the cited person, the last registered owner of a cited unit, and the park owner or operator, or the legal owner of the property where the cited unit, structure, or property is located, a final notice to abate that shall contain at least the following:

(A) the date the notice is prepared;

(B) the name or names of the responsible person or entity;

(C) a list of the uncorrected violation(s) cited;

(D) final compliance date;

(E) right to request an informal conference pursuant to section 1752 of this chapter if one has not been requested previously with regard to the identified violations;

(F) right to request a hearing pursuant to section 1613 of this chapter;

(G) a statement that any willful violation is a misdemeanor under section 18700 of the Health and Safety Code.

(2) The final notice shall be mailed, by registered or certified mail, return receipt requested, to the cited person, to the legal owner of the property as shown on the last equalized assessment roll and to the last known address of the last registered or legal owner of record of the cited unit, unless the unit is in such condition that identification numbers are not available to determine ownership. The final notice may also be served by personal service at the discretion of the enforcement agency.

(3) The officer or employee of the enforcement agency upon giving this final notice shall file an affidavit certifying to the time and the manner in which that notice was given. He or she shall also file with the affidavit, any receipt card which may have been returned to him or her in acknowledgment of the receipt of that notice by registered or certified mail.

NOTE: Authority cited: Sections 18865 and 18871.10, Health and Safety Code. Reference: Sections 18866.3, 18866.5, 18871.3, and 18871.10, Health and Safety Code.

#### **§ 2752. Request for Informal Conference.**

(a) The following ~~optional~~, informal conference process shall be available to a person who is required to respond to a notice of violation issued pursuant to section 18420 of the Health and Safety Code, and shall be initiated solely at the discretion of the person addressed in the notice of violation if he or she desires to appeal or seek clarification of the notice of violation.

(b) The use of the informal conference process shall be limited to the dispute of one or more of the following issues contained in a notice of violation:

(1) The existence of one or more alleged violations,

(2) The alleged failure to correct the violations in the required time frame, and

(3) The reasonableness of the time frame within which the violations shall be corrected.

(c) If a person is in receipt of a notice of violation and chooses to request an informal conference with a representative of the enforcement agency,

(1) the person shall make a written request to the enforcement agency for an informal conference, and

(2) the person shall ensure that the enforcement agency receives the written request within ten (10) working days of the notice of violation.

(d) The written request for an informal conference shall provide the following information:

(1) The name, address, and telephone number of the person requesting the informal conference, and

(2) A brief description of the issues disputed.

(e) Within three (3) working days of the receipt of a written request for an informal conference, the enforcement agency shall contact the person who submitted the request and shall schedule an informal conference for the earliest possible, mutually convenient time and place. The informal conference shall occur during the normal working hours and shall be held no later than fifteen (15) working days after the enforcement agency's receipt of the written request. "Normal working hours" are from 8:00 a.m. to 5:00 p.m. on Monday through Friday, excluding holidays.

(f) The enforcement agency shall deny a request for an informal conference only if one or more of the following conditions apply:

(1) The issues identified for dispute in the written request do not include at least one of the issues specified in subsection (b), or

(2) The person requesting the informal conference is not available to meet with the representative of the enforcement agency within the fifteen (15) day time period and the enforcement agency determines that good cause does not exist to postpone the informal conference.

NOTE: Authority cited: Sections 18865 and 18868, Health and Safety Code. Reference: Sections 18867 and 18868, Health and Safety Code.

#### **§ 2756. Request for Appeal of Decision Rendered in Informal Conference.**

(a) Any park owner or operator, or any registered owner of a unit, who has received a notice of violation issued pursuant to section 18420 of the Health and Safety Code, has the right to petition for a formal hearing with the person in charge of the enforcement agency or that person's designee after a decision is rendered in an informal conference or the agency has denied the request for an informal conference.

(b) The person requesting the formal hearing shall submit a written petition to the enforcement agency:

(1) within ten (10) working days of the date of the ~~notice of violation~~ denial of a request for an informal conference, or

(2) within five (5) working days of the date of the enforcement agency's written determination, following an informal conference, if the issues contained in the notice of violation were disputed at the informal conference.

(c) The written petition shall:

(1) provide the name, address, and phone number of the petitioner,

(2) provide the petitioner's reasons for requesting a formal hearing,

(3) summarize each issue to be disputed at the formal hearing, and

(4) state the remedy the petitioner is seeking.

(d) Upon receipt of the petition, the enforcement agency shall set a time and place for the formal hearing and shall provide the petitioner with written notice of the scheduled hearing.

(1) The formal hearing shall commence within ten (10) working days of the date of the petition.

(2) The petitioner shall have the right to apply for the postponement of the date of the formal hearing for a reasonable amount of time. The petitioner shall provide a good-cause reason for the request.

(3) The enforcement agency shall grant a request for postponement if it determines that the petitioner has good-cause reason for the postponement.

(e) The formal hearing shall provide the petitioner with the opportunity to be heard and to show cause why the notice of violation should be modified or withdrawn.

(1) The petitioner shall be entitled to call witnesses to testify at a formal hearing.

(2) The petitioner shall be entitled to be represented by legal counsel at a formal hearing.

(f) Within ten (10) working days of the formal hearing, the enforcement agency shall provide in writing a final, formal order to the petitioner. The final, formal order shall:

(1) sustain, modify, or withdraw the notice of violation issued pursuant to section 18420 of the Health and Safety Code, and

(2) shall clearly state the enforcement agency's findings upon which the final, formal order is based.

NOTE: Authority cited: Sections 18865 and 18868, Health and Safety Code. Reference: Sections 18867, 18868, and 18871.14 Health and Safety Code.